

contact them and arrangements will be made to begin the construction, weather permitting.

HVAC-AIRE-SERV

Jason Starr, representative from Aire-Serv presented information packets for replacing the existing HVAC units. See attached. The board asked Misty to continue getting bids from other sources before the decision is made who to hire for that project.

Misty informed the board that the heating unit in the director's office has stopped working. Johnson Control came and checked it out. The compressor is going bad. The board suggested that Misty have Aire-Serv give a quote for that repair as well as Johnson Control. A suggestion was made to purchase space heaters for that office if necessary.

She also mentioned that the electricity in the building has been a bit off and wonders if it needs checked out. Sometimes there are problems with flickering lights and power surges.

PERSONNEL POLICY AMENDMENT

Misty presented information that she needed to amend wording for the personnel policy. A motion was made by Brian to allow Misty to amend the policy, seconded by Sandy, motion passed.

OLD BUSINESS

Misty informed the board that the new public computers are a great addition.

CPR TRAINING

Misty had been in contact with representative for CPR class training. The class would be appx. an hour and a half long, at the cost of \$35.00 per person, with a minimum of 8 people. They are looking into offering the class to employees at the court house as well as others in the community. They are working on times and dates to schedule the class.

SOIL AND WATER OFFICE

Eric Schideler from the soil and water office will be staying in the library building at least through January 2024. The board would like to find replacement tenants for the office.

PART-TIME GROUNDS KEEPER

A discussion was brought up about possible part-time grounds/landscaping person. It was suggested for part-time/seasonal work at \$8.50 per hour. Misty and the board will come up with a possible schedule of duties and discuss at future meeting.

NEXT MEETING

The next scheduled meeting will be Thursday, January 4, 2024.

ADJOURNMENT

A motion was made by Brian to adjourn the meeting, seconded by Kaci, motion carried.

Vermillion County Public Library
385 E. Market St., P.O. Box 100
Newport, IN 47966
Phone: 765-492.3555
Fax: 765-492-9588
www.library.newport@gmail.com
www.vermillioncpl.info

Vermillion County Public Library
Board of Trustees Meeting
Thursday, December 7, 2023

CALL TO ORDER

With determination of quorum, president David Aukerman called the meeting to order. Board members present were: David Aukerman, Brian Brasker, Kaci Hooks, Angie Crowder, Sandy Milligan and Robert Henry. Guests were Jason Starr, representative from Aire-Serv and Eric Smith, representative from HWC. Also present were library director Misty Bishop and library employee Rita Self.

SECRETARY'S REPORT

At the last meeting when raises were discussed for the library employees, Brian Brasker decided to not take any raise for 2024. This was mistakenly omitted in the minutes for the November meeting. A motion was made by Sandy to approve the minutes with corrections, seconded by Kaci, motion passed. Corrections will be made for secretary's report.

BOOKKEEPER/TREASURER'S REPORT

Misty presented the report.

END OF MONTH BALANCE

OCTOBER 31, 2023	\$993,599.80
November Expenditures	43,031.00
November Deposits	6,773.40
Outstanding Checks	14,618.98

BANK BALANCE 957,342.20

The Warrant Register was passed and signed. A motion was made by Kaci to accept the report with no changes, corrections or additions, seconded by Angie, motion carried.

DIRECTOR'S REPORT

HWC BIDDING PRESENTATION

Eric Smith, representative from HWC presented the bids for the drainage construction project. See attached. After much discussion, the motion was made by Robert to accept the bid from Dennis Trucking, seconded by Brian, motion passed. Eric will